

13 APR 1977

MEMORANDUM FOR: Director of Central Intelligence

ATTENTION: VIA: Deputy Director for Administration (7) *fb*FROM: James H. McDonald  
Director of LogisticsSUBJECT: Refinishing Wood Paneling in the DCI  
and DDCI Offices

1. Action Requested: None; for information only.  
Alternative methods of restoring the appearance of wood paneling in the DCI and DDCI offices are compared.

2. Background:

a. The walnut plywood paneling was originally bleached and varnished for a light modern finish. It has since suffered from further irregular solar bleaching and poorly matched modifications made in 1973 when the DCI's office was enlarged.

b. In March 1976 alternatives for refinishing were investigated. Replacement of the paneling was found to be twice the amount of refinishing. Refinishing was not done for reasons of cost and inability to schedule the work without interference to the occupants.

3. Staff Position: Attached you will find a matrix comparing time and cost estimates of refinishing versus a lemon oil treatment. Refinishing will overcome the existing irregularities of color, but it is expensive and time consuming. A lemon oil treatment is unpredictable and may not even out the color to full satisfaction, but its cost and performance time is low.  a staff architect, is available to discuss details of the alternative methods and show samples of stains and flexwood at your convenience. He may be contacted on extension

*Logistics*

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4. Recommendation: Because the lemon oil treatment could be most easily scheduled to your convenience and has an attractive cost, I recommend that a test be made on a portion of the paneling. If it proves unsatisfactory, then refinishing is recommended to be done when the occupants are on leave or traveling for a sufficient period to allow performance of the work. In order to achieve the best color control it is recommended that alternative number one, if selected, be performed during daylight hours.

SIGNED

James H. McDonald

Attachment

/s/ Stansfield Turner

APPROVED: Director of Central Intelligence

DISAPPROVED: Director of Central Intelligence

DATE: 20 APR 1977

Distribution:

Orig. - Return to OL  
1 - DCI, w/att  
1 - DDCI, w/att  
✓ 1 - ER, w/att  
1 - DDA, w/att

Approved For Release 2004/03/11 : CIA-RDP80M00165A000300090003-0

ATTACHMENT

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## Attachment

MATRIX OF TIME AND COST ESTIMATES FOR ALTERNATIVE  
METHODS FOR REFINISHING WOOD PANELING IN THE DCI  
AND DDCI OFFICES

| Alternative Methods   | Regular Shift<br>0730 - 1530 Hrs. |         | Overtime Shift<br>Say 2200 - 0600 Hrs. |         |
|---|-----------------------------------|---------|--|---------|
|   | Project<br>Period                 | Cost    | Project<br>Period                      | Cost    |
| 1. Painting Contractor:<br>refinish, strip, bleach,<br>stain, and varnish                 |                                   |         |  |         |
| a. DCI Office   | 2 1/2-3 weeks                     | \$5,815 | 2 1/2-3 weeks                          | \$8,075 |
| b. DDCI Office  | 2 weeks                           | \$4,115 | 2 weeks                                | \$5,925 |
| 2. Painting Contractor:<br>apply flexwood, stain,<br>and varnish                          |                                   |         |  |         |
| a. DCI Office   | 2 1/2-3 weeks                     | \$6,715 | 2 1/2-3 weeks                          | \$9,175 |
| b. DDCI Office  | 2 weeks                           | \$5,015 | 2 weeks                                | \$6,975 |
| 3. GSA Painter or WAE:<br>lightly sand, apply<br>lemon oil with steel<br>wool pad, 1 coat |                                   |         |  |         |
| a. DCI Office   | 4 days                            | \$ 465  | 4 days                                 | \$ 700  |
| b. DDCI Office  | 3 days                            | \$ 365  | 3 days                                 | \$ 550  |

Each of the above cost estimates includes an allowance of 8 hours carpenter time to renail and glue loose or warped panels in advance of refinishing work. Paint contractor costs are based on Edward Minte Company proposals dated March 1976 plus 15 percent.